

CHAPTER 3 TECHNICAL ASSISTANCE PROGRAM

222—3.1(303) Technical assistance program. The technical assistance program provides assistance with the development and advancement of Iowa artists, nonprofit organizations and educators by emphasizing professional growth with guidance and financial support available.

222—3.2(303) Definitions. The definitions of terms listed in Iowa Code section 17A.2 and Iowa Administrative Code rule 222—1.1(303) shall apply for this chapter.

222—3.3(303) Eligibility requirements. The criteria used by the arts division to determine eligibility as outlined in 222—subrules 2.3(4) to 2.3(7) are adopted for this program.

222—3.4(303) Restrictions. The restrictions used by the arts division as outlined in 222—subrules 2.3(9) to 2.3(15) are adopted for this program.

222—3.5(303) Categories. The categories for assistance through the technical assistance program shall include:

3.5(1) Staff consultations. Arts division staff shall be available for consultations with constituents. Consultation fees shall not be charged. Travel and lodging expenses for the duration of the consultation shall be reimbursed to the arts division by the beneficiary of the consultation at current state government rates for reimbursement.

3.5(2) Peer advisory network. The peer advisory network assists in identifying and solving problems through the use of trained peer advisors.

a. Roster. The arts division shall maintain a roster of preapproved advisors on an annual basis. Application deadlines and review processes shall be announced annually.

b. Procedures. Clients shall request a peer advisory network service through a written letter of request to the arts division. Program funds shall be allocated on a first-come, first-served basis through the fiscal year.

c. Fees. Peer advisory network consultations shall be charged at a rate of \$100 per day. Advisors shall also be paid a \$75 fee for preparation and final report work with the client. The client shall be responsible for covering the costs of travel, meals and lodging of the consultants. Incidental expenses such as photocopying, postage, and telephone calls shall be reimbursed by the client.

d. Length of consultancy. The maximum time any one client may use the program in the fiscal year shall be three full days. Final determination of length of consultancy, frequency and funding rests with the arts division.

3.5(3) Professional development assistance. The arts division shall administer a granting program for support to eligible applicants to attend professional development opportunities.

a. Procedures. Eligible applicants shall submit a written letter of request for funding at least six weeks in advance of the event. A brochure outlining the details of the professional development opportunity shall be attached to the letter of request.

b. Funding. Funds shall be available on a first-come, first-served basis from the arts division. The arts division shall provide up to \$1,000 per successful recipient, but no more than 50 percent of the total cost of attendance.

3.5(4) *Professional consultants.* The arts division shall administer a granting program to support the hiring of professional arts consultants by eligible organizations.

a. Procedures. Eligible applicants shall submit a written letter of request for funding at least six weeks in advance of the consultation. The letter of request shall include a description of the need for the consultant, the consultant's name, and a summary of the costs.

b. Funding. Funds shall be available on a first-come, first-served basis from the arts division. The arts division shall provide up to \$1,000, but no more than 50 percent of the total cost of the consultation.

These rules are intended to implement Iowa Code section 303.88.

[Filed 9/2/98, Notice 7/29/98—published 9/23/98, effective 10/28/98]